

AP Association Executive Committee
Meeting Notes
January 27, 2021
Virtual via Google Meet

Attendance: Anthony Gallina, Marie VanBuskirk, Adam McChesney, Maria Ebner-Smith, Deb Cash, Susan Hartman, April Thomas-Powell, Don Ritenburgh, Kelly Brault, John Cebelak, Adam McChesney, Kristen Macha.

Guests: Meaghan Cole, Paula Reyes, Donna Raymond, Denica Holzworth, Julie Chapie, Debbie Lengyl, Maria Wing, Melanie Chamberlain, Brittany Thomas, Kellie Dowd, Steve Collard, Lisa Hutchins, Laura Phillips

Approval of Minutes – December 16, 2020 approved.

Treasurer's Report - No change.

· OU account: \$3,256 and OU Credit Union account: \$3,183

President/ UHR Monthly Meeting Report-

- AP Manual
 - Concerns with vacation payout from 18 months to 12 months. Max 264 for payout
 - Reduction of 3 personal days, vacation moves to 300
 - Moving to BOT for approval 2/15/2021
 - Discussion points- vacation is encouraged vs pay out of time not used
- UHR updates
 - Josh Merchant, Chief of Staff will be joining future AP association meetings

Updates and Discussions

- Elections Upcoming
- All AP Meeting June 23rd at 11:30 - Zoom event
- Covid Vaccination concerns on rollout, timeline, eligibility from Graham Health Center, review CDC and county information for updates
- Concerns with limited space and Covid with return to work space
- Can some positions change to remote

Assembly Updates-

- Next AP Assembly Meeting: Thursday, February 11th 2021 | 9 - 10 a.m via Zoom.
- Temporary member joined- Charles Guzowski

Work Team Updates

Work-life balance (Goal 1)

1. Maria Ebner-Smith
2. Don Ritenburgh
3. Deb Cash
4. Patrick Cassidy
5. Marie VanBuskirk

Communication & outreach (Goal 3)

1. Nancy Osmialowski
2. Kelly Brault
3. Susan Hartman
4. April Thomas-Powell

Education (Goal 2)

1. Marie VanBuskirk
2. Stephanie J. Lee
3. Nancy Osmialowski

Community service (Goal 4)

1. John Cebelak
2. Adam McChesney
3. Anthony Gallina

Work Life Balance

- No updates from last meeting
- Discussions with Ron on FWA group, update Josh and president before moving forward
- UHR recognizes that FWA information needs to be more prominent for new employees.
- Cornerstone, the new UHR platform, may be a useful tool to provide FWA resources
- Best practices panel for FWA may be developed
- Remote or Virtual positions discussed, ideas for new hires and talent

Education

- PD sessions carefully aligned with Assembly, Dates TBD

Communication/Outreach

- No Updates
- Concern with Compensation and Goals, Marie brought up working with Eric directly - Kelli volunteered to help Marie and April

Community Services Work Team

- Plans to partner with OU Food Pantry

New Business

- Day of Giving 2/2/2021, first \$50,000 matched by OU credit union
- AP Association positions, open February 15th and close March 12th, available of President Elect, Treasurer, 2- Band J -R, 1 Band S-X, Member-at-Large

Next Meeting: Wednesday, February 24th, 11:30a-1p via Google Meet

2020-21 AP Association Goals

- FWA: Continue to educate and advocate for flexible work arrangements
- Education: Provide education sessions to APs to learn more about benefits and resources
- Compensation: Continue working with UHR on transparency, position review, processes and reporting
- Community Service: Create one meaningful service project that assists a community in need